

INFORMATION BULLETIN

JOB TRAINING PARTNERSHIP ACT

Employment Development Department

Number: B98-41

Date: November 9, 1998
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TO: SERVICE DELIVERY AREA ADMINISTRATORS
PRIVATE INDUSTRY COUNCIL CHAIRPERSONS
JTPD PROGRAM OPERATORS
EDD JOB SERVICE OFFICE MANAGERS AND DIVISION CHIEFS
EDD UNEMPLOYMENT INSURANCE DIVISION CHIEFS
JTPD STAFF

SUBJECT: WPRS EXPANSION DEMONSTRATION PROJECT

This information bulletin is to announce the availability of Job Training Partnership Act (JTPA) Title III 40 Percent funds designated for a demonstration project initiative to expand the Worker Profiling and Re-employment Services (WPRS) system and to evaluate the effectiveness of the expansion. The amount of \$5 million has been set aside for this demonstration project. Eligible applicants include JTPA Service Delivery Areas (SDA) and Employment Development Department (EDD) Job Service offices. Eligible applicants interested in participating in the demonstration project are invited to submit applications to fund their expansion efforts. This also transmits the guidelines for operation and application of funds.

Background

California completed statewide implementation of the WPRS system in 1996. The primary purpose of the worker profiling system is to identify unemployment insurance (UI) claimants "most likely" to exhaust their UI benefits and provide them with re-employment services early in their UI claim cycle. This endeavor depends on the coordination between local EDD field offices and SDAs to conduct Initial Assistance Workshops (IAW) and provide subsequent re-employment services to profiled individuals.

The Department of Labor (DOL), through recent publications and workgroups, encouraged states to increase service capacity and provide enhanced services to profiled individuals. Furthermore, DOL encouraged states to strengthen the relationship between the WPRS partners to provide a more integrated re-employment system.

Although there are various systems in place to track and report on profiled individuals, we are not aware of any studies conducted to measure the effectiveness or cost benefit of the UI profiling system by comparing results to a control group.

Project Description

The purpose of this demonstration project is to support the efforts to enhance service capacity, strengthen relationships between the WPRS partners, and enable a study of the UI profiling system by comparing results to a control group.

The foundation for the study will involve the development of two elements. The JTPD and the EDD Audit and Evaluation Division are seeking input in the proposed project summary from participating SDAs on how they propose to establish an evaluation component for the project. To the extent possible, a control group should be identified to compare against the results. The intent is to provide a model for future UI profiling initiatives and compile real data to identify successful approaches in delivering re-employment services to profiled claimants.

The demonstration project will be funded for an eighteen-month period spanning two program years beginning January 1, 1999, and ending June 30, 2000. Funding for this initiative will be from the JTPA Title III 40 Percent account. The initial allocation will be from 1998-99 program year funds to meet the needs for the first six months of operation; remaining funds will be from the 1999-2000 program year allocation.

Application Guidelines

To assure that the EDD/SDA cooperative efforts are continued as an integral part of any expansion of the program, EDD offices and SDAs are required to jointly apply for funding. Local needs will vary and dictate the direction of the expansion. However, the applications should be targeted toward the following expansion options:

1. Increasing the number of participants attending IAWs which may include:
 - Increasing the frequency which IAWs are currently conducted, or
 - Increasing the number of slots available in existing IAW schedules.
2. Enhancing subsequent services which may consist of:
 - Providing additional services which are not currently available to profiled claimants completing the IAW (e.g., include a Job Search workshop option), or
 - Increasing the number of profiled claimants that the SDA can enroll for existing re-employment services.
3. A combination of the above.

Proposals received will be evaluated and funded based on how well they conform to the following criteria:

- Demonstration of a coordinated effort between EDD/SDA,
- Expansion/enhancement of re-employment services provided to profiled claimants, and
- Inclusion of an evaluation component that can be measured by EDD's Audit and Evaluation Division.

Projects selected for funding must comply with reporting requirements as specified by JTPD Directive D98-3. Projects will be subject to monitoring oversight by the state in accordance with JTPA Directive D97-26, "Protocols and Guidelines for State Monitoring Reviews." Technical assistance is available from the area's assigned program manager.

If you and your WPRS partners are interested in participating in this demonstration project, complete the attached application and submit it to:

MAIL: Employment Development Department
Job Training Partnership Division
Attention: Martie Evans
P.O. Box 826880, MIC 69-1
Sacramento, CA 94280-0001

OVERNIGHT MAIL: Employment Development Department
Job Training Partnership Division
Attention: Martie Evans
800 Capitol Mall, MIC 69-1
Sacramento, CA 94280-0001

HAND DELIVERY: Employment Development Department
Job Training Partnership Division
Attention: Martie Evans
722 Capitol Mall, Room W1077
Sacramento, CA 95814

Applications must be submitted no later than **December 18, 1998**, to be considered for funding. Please refer questions to Martie Evans at (916) 654-1344 or your program manager.

/S/ BILL BURKE
Assistant Deputy Director

Attachment

Job Training Partnership Act Title III
Worker Profiling and Re-employment Services
Demonstration Project
Application Guidelines and Form Supplement

Prepared by
Job Training Partnership Division
November 1998

**JTPA TITLE III WORKER PROFILING AND
RE-EMPLOYMENT SERVICES DEMONSTRATION PROJECT
APPLICATION GUIDELINES AND FORM SUPPLEMENT**

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**JTPA TITLE III WORKER PROFILING AND
RE-EMPLOYMENT SERVICES DEMONSTRATION PROJECT
APPLICATION GUIDELINES**

These guidelines are for Job Training Partnership Act (JTPA) Title III Governor's 40 percent funds designated for a demonstration project initiative to expand the Worker Profiling and Re-employment Services Expansion (WPRS) Project. An amount of up to \$5 million has been set aside for this project. Eligible applicants include JTPA Service Delivery Areas and Employment Development Department Job Service offices. The intent is to increase service capacity, provide enhanced services to profiled individuals and evaluate the effectiveness or cost benefit of the Unemployment Insurance profiling system. The term of the project will be January 1, 1999, through June 30, 2000. Applications should contain the following forms: Application/Amendment Signature Page, Narrative, Participant Plan, and Budget Summary. These forms are contained in the following form supplement. Interested parties are invited to submit applications. Applications are due no later than December 18, 1998. Submit two signed copies of applications as follows:

MAIL:	Employment Development Department Job Training Partnership Division Attn: Martie Evans P.O. Box 826880, MIC 69-1 Sacramento, CA 94280-0001
COURIER SERVICE/OVERNIGHT:	Employment Development Department Job Training Partnership Division Attn: Martie Evans 722 Capitol Mall, Room W1077 Sacramento, CA 95814
HAND DELIVER:	Employment Development Department Job Training Partnership Division Attn: Martie Evans 722 Capitol Mall, Room W1077 Sacramento, CA 95814

Applications will be selected for funding based how well they conform to the following criteria:

- Demonstration of a coordinated effort between EDD/SDA;
- Expansion/enhancement of re-employment services provided to profiled claimants, and
- Inclusion of an evaluation component that can be measured by EDD's Audit and Evaluation Division.

Applications approved for funding will become the approved project plan. Applications selected for funding will be split year funded. Applications selected for funding must comply with reporting requirements as specified by the Job Training Partnership Division. Selected Applications will be subject to monitoring oversight by the state in accordance with JTPA Directive D97-26, "Protocols and Guidelines for State Monitoring Reviews." Technical assistance is available from the area's assigned program manager.

**JTPA TITLE III WORKER PROFILING AND
RE-EMPLOYMENT SERVICES DEMONSTRATION
PROJECT APPLICATION / AMENDMENT SIGNATURE PAGE**

Subgrantee:			
Project Title: Worker Profiling and Re-employment Services Demonstration Project			
Term: January 1, 1999		through June 30, 2000	
Regional, Industrywide or Statewide Project		Yes <input checked="checked" type="checkbox"/>	No <input type="checkbox"/>
Initial Application ("X"): <input type="checkbox"/>		Amendment Request Number:	
Summary Purpose Statement:			
This project application/amendment request consists of the following documents marked with an "X": <input type="checkbox"/> Narrative <input type="checkbox"/> Participant Plan <input type="checkbox"/> Budget Summary/Support Documents			
Approval for Subgrantee/Service Delivery Area (Submit two original signature copies):			
Typed Name and Title		Signature and Date	
EDD Job Service Field Division Chief Review (Applications which have not been reviewed, will not be processed):			
Typed Name and Title		Signature and Date	

FOR STATE USE ONLY

Program Manager signature and date:				/	/
Fund Coordinator signature and date:				/	/
Regional/Industrywide/Statewide Project	Yes		No		
Subgrantee Code (Alpha):	Grant Code:	YOA:	Amount:		
			\$		
			\$		
			\$		

**JTPA TITLE III WORKER PROFILING AND
RE-EMPLOYMENT SERVICES DEMONSTRATION PROJECT
NARRATIVE**

Subgrantee:			
Project Title: Worker Profiling and Re-employment Services Demonstration Project			
Term: January 1, 1999 through June 30, 2000			
Regional, Industrywide or Statewide Project		Yes X No <input type="checkbox"/>	
Initial Application ("X"): <input type="checkbox"/>		Amendment Request Number:	
I. WORKER PROFILING EXPANSION PROJECT SUMMARY			
	Current	Proposed	Proposed Cost
A. Number of Initial Assistance Workshops (IAWs) per Month			\$
B. Number of Workers Selected for IAW Attendance			\$
C. Number of Post IAW Services Offered			\$
D. Number of Clients Receiving Post IAW Services			\$
E. Number of current and proposed services available.			\$
1. Job Search Workshops			
2. Job Club			
3. Veterans Services			
4. JTPA Referral			
5. Other (specify):			
II. PROJECT DESCRIPTION			
<p>A. Provide a brief narrative description of the project. The description should include the strategy to increase service capacity and strengthen the relationship between the Re-employment system partners.</p> <p>B. Provide a narrative to describe your proposed methodology for how to evaluate the effectiveness of this expansion of the worker profiling system.</p>			

NOTE: Attach additional plain page(s) as needed.

NARRATIVE (Continued)

III. RESOURCE UTILIZATION		
The Subgrantee certifies that the need for this project cannot be met with existing formula allocated resources. Explain if not applicable.	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
The Subgrantee certifies that if Trade Adjustment Assistance (TAA) is available or becomes available these resources will not be used to supplant TAA resources. Explain if not applicable.	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
IV. COMPLIANCE WITH THE JOB TRAINING PLAN FOR THE SERVICE DELIVERY AREA		
The Subgrantee assures that the operation of this project if funded will comply with the Job Training Plan for the Service Delivery Area Part III Sections 1 through 6. Explain if not applicable.	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
V. REGIONAL PROJECTS		
This is a regional project (more than one Service Delivery Area is participating in this project).	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If yes, the Service Delivery Areas participating in this regional project include the following:		
Letters of support for this new regional project from the participating Service Delivery Areas/Private Industry Councils to participate in this project are attached.	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
VI. EMPLOYMENT DEVELOPMENT DEPARTMENT ROLES AND RESPONSIBILITIES		
The operation of this project will be consistent with the terms and conditions of the existing Memorandum of Understanding between the Subgrantee and the Employment Development Department (EDD) Job Service (JS) office(s).	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
The Memorandum of Understanding between the Subgrantee and the EDD JS office(s) will be developed to establish a cooperative relationship, define roles and responsibilities and initiate Re-employment for this project.	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>

NOTE: Attach additional plain page(s) as needed.

**JTPA TITLE III WORKER PROFILING AND
RE-EMPLOYMENT SERVICES DEMONSTRATION PROJECT
PARTICIPANT PLAN**

Subgrantee:						
Project Title: Worker Profiling and Re-employment Services Demonstration Project						
Term: January 1, 1999 through June 30, 2000						
Regional, Industrywide or Statewide Project Yes <input checked="checked" type="checkbox"/> No <input type="checkbox"/>						
Initial Application ("X"): <input type="checkbox"/> Amendment Request Number:						
I. ENROLLMENT AND TERMINATION SUMMARY						
Quarter End Date	03/1999	06/1999	09/1999	12/1999	03/2000	06/2000
A. Total JTPA Enrollments						
B. Total Terminations						
C. Current Enrollment (IA-IB)						
II. TOTAL SERVICE PLAN (JTPA participants to receive each of the following services)						
A. Basic Readjustment Services						
B. Job Search and/or Job Club						
C. Basic, Remedial, GED, Vocational English or Other English Skills Training						
D. Occupational or Vocational Classroom Training						
E. On-the-Job Training						
F. Other Training (Specify):						
III. TOTAL PARTICIPANT OUTCOME PLAN (IIIA+IIIB+IIIC+IIID=IB)						
A. Total Entered Employment						
Total Entered Employment from Retraining (Subset of IIIA)						
B. Transfers to Other JTPA Programs						
C. Entered Non-JTPA Programs						
D. All Other Terminations						
IV. TOTAL PROJECT GOALS AND COSTS PLAN						
A. Entered Employment Rate (IIIA/IB)						
B. Average Wage at Placement						
C. Cost per Participant (Total Program Expenditures/IA)						
D. Cost per Entered Employment (Total Program Expenditures/IIIA)						

NOTE: All Initial Assistance Workshop participants may not be JTPA enrollments reflected above.

**JTPA TITLE III WORKER PROFILING AND
RE-EMPLOYMENT SERVICES DEMONSTRATION PROJECT
BUDGET SUMMARY**

Subgrantee:				
Project Title: Worker Profiling and Re-employment Services Demonstration Project				
Term: January 1, 1999 through June 30, 2000				
Regional, Industrywide or Statewide Project Yes X No <input type="checkbox"/>				
Initial Application ("X"): <input type="checkbox"/> Amendment Request Number:				
I. TOTAL CUMULATIVE EXPENDITURE PLAN				
Cost Category	01/1999 – 06/1999		07/1999 – 06/2000	
	Service Delivery Area	EDD Job Service	Service Delivery Area	EDD Job Service
A. Rapid Response Expenditures	\$	\$	\$	\$
B. Total Program and Administration Expenditures	\$	\$	\$	\$
1. Basic Readjustment				
2. Retraining				
3. Supportive Services				
4. Administration				
II. QUARTERLY CUMULATIVE EXPENDITURE PLAN				
Quarter	Rapid Response		Total Program & Admin	
	Service Delivery Area	EDD Job Service	Service Delivery Area	EDD Job Service
A. Jan. 1 – Mar. 31, 1999				
B. Apr. 1 – Jun. 30, 1999				
C. Jul. 1 – Sep. 30, 1999				
D. Oct. 1 – Dec. 31, 1999				
E. Jan. 1 – Mar. 31, 2000				
F. Apr. 1 – Jun. 30, 2000				